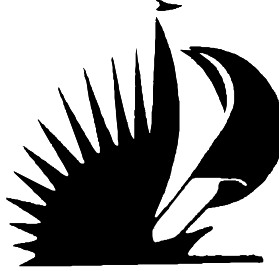


# **ANNUAL OPERATING BUDGET**



**City of Fort Lauderdale**

## **FISCAL YEAR 1999/2000**

### **CITY COMMISSION**

Mayor Jim Naugle  
Vice-Mayor Carlton B. Moore  
Commissioner Gloria F. Katz  
Commissioner Tim Smith  
Commissioner Jack Latona

### **CITY MANAGER**

Floyd T. Johnson

### **CITY ATTORNEY**

Dennis E. Lyles

### **CITY CLERK**

Lucy Masliah

### **MANAGEMENT TEAM**

Bud Bentley, Assistant City Manager  
Greg Kisela, Assistant City Manager  
Pete Witschen, Assistant City Manager  
Damon R. Adams, Director of Finance  
Michael Brasfield, Police Chief  
Bruce Larkin, Director of Administrative Services  
Otis J. Latin, Fire Chief/Director of Fire-Rescue  
Tom Tapp, Director of Parks and Recreation

## READER'S GUIDE

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The 1999/2000 Annual Operating Budget for the City of Fort Lauderdale, Florida is intended to serve four purposes:

### 1. The Budget as a Policy Document

As a policy document, the Budget indicates what services the City will provide during the twelve-month period beginning October 1, 1999 and why. The Budget Message in the Introductory Section summarizes the challenges facing Fort Lauderdale and how the Budget addresses them. The Executive Summary provides more detailed information such as revenue sources and trends, expenditure categories, and descriptions of all operating funds. The Department Budgets section provides major goals and objectives for each organizational unit in the City as well as some key performance measures upon which programs will be monitored.

### 2. The Budget as an Operations Guide

As an operations guide, the Budget indicates how services will be delivered to the community. The Department Budgets section outlines the number of authorized fulltime equivalents and departmental appropriations approved by the Commission for the provision of services by each department. An organizational chart is provided to show how the City is structured for efficient and effective work. Also included in the Department Budgets section is a listing of major revenues which are the responsibility of each respective department.

### 3. The Budget as a Financial Plan

As a financial plan, the Budget outlines how much City services will cost and how they will be funded. The Introductory Section provides an overview of the budget, including major revenue and expenditure categories. Following the Budget Message, there is a discussion of the City's accounting structure and budgetary policies. The Financial Section includes projections of the City's financial condition at September 30, 2000 and comparisons of financial activity over time. The Budget document includes appropriations from operating funds for capital improvement purposes. The total Capital Improvement Plan including bond funds is summarized in the capital section. Specific information is found in the separately published Capital Improvement Plan. However, any operating and maintenance cost impact of completed capital projects is reflected in the adopted operating budget described in this document. Information about the City's bonded debt is summarized at the end of this section. More detail can be found in the separately published Comprehensive Annual Financial Report.

### 4. The Budget as a Communications Device

The Budget is designed to be user friendly with summary information in text, tables and graphs. A glossary of budget terms is included in the General Information section for your reference. In addition to this reader's guide, the following table of contents and the index at the end of the book provide a listing of the various topics in the Budget document. Should you have any question about the City budget that this document does not answer, please feel free to call the Research and Budget Division at (954) 761-5425. Copies of this document are available for review at all Broward County libraries in Fort Lauderdale including Main, Riverland, Mizell Center, Fort Lauderdale, Imperial Point, and the Galt Reading Room. In addition, City financial information including the Budget Message in this document can be accessed through the internet at <http://ci.ftlaud.fl.us>.

Margaret Evan  
Senior Accounting Clerk

Patricia Rupprecht  
Assistant Budget Director

Terry Sharp  
Assistant Finance Director

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MEMORANDUM NO. 99-1763

DATE: November 1, 1999

TO: Mayor Jim Naugle  
Vice Mayor Carlton B. Moore  
Commissioner Gloria F. Katz  
Commissioner Tim Smith  
Commissioner Jack Latona

FROM: F. T. Johnson, City Manager

BY: Terry L. Sharp, Assistant Finance Director

SUBJECT: FY 1999/2000 Revised Budget Message

The purpose of this memorandum is to summarize changes, which occurred, between the City Manager's Budget Message in July and the City Commission's final budget adoption in September. All changes made since July are reflected in the remainder of the budget document. The final budget totals \$331,009,004 compared to the proposed budget of \$333,974,598. The changes are explained below.

Since the July 20, 1999 proposed budget, we had the benefit of additional weeks of actual expenditures and revenues for FY 1999 to refine our budget estimates. Some purchases, which were budgeted in FY 1998/99 but were not encumbered by September 30, 1999, were added to next year's budget appropriations. These carryforwards were projected as current year expenses in July. We made corresponding reductions in our current year estimates. These requests can be found in Attachment I. We have also spread the costs for the recommended cost-of-living adjustment for management and confidential employees that were included in general fund contingencies in the proposed budget. Any other significant changes are discussed by fund below.

A revised personnel schedule is included on page 80. The schedule reflects the reduction of the police communications personnel affected by the projected new agreement with the Broward Sheriff's Office as well as the result of an overall review of all positions to ensure as accurate an accounting of full-time, temporary, part-time, and grant-funded positions as possible. The bottom-line is a reduction in the total number of authorized positions recommended for FY 1999/2000 compared to the current fiscal year.

**General Fund**

The General Fund budget totals \$170.8 million compared to the \$173 million proposed in July. The main reason for the difference is the manner in which police communications will be budgeted in FY 1999/2000. In the July proposed budget, we assumed that City employees would handle police communications with reimbursement from the Broward Sheriff's Office (BSO). Therefore, we included the expenditures for salaries, benefits, and support costs in the Police Department Budget with a revenue offset. The adopted budget reflects further negotiations with BSO in which police communications will be handled directly by BSO. Therefore, we removed both the personnel expenditures and revenues

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Memorandum No. 99-1763  
November 1, 1999  
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associated with the City doing police communications with the exception of a position to serve as a liaison between the City and BSO. Fire-Rescue dispatch costs have been moved from the Police Department to the Fire-Rescue Department.

We identified resources, which allowed us to add three critical new positions to the Police Department budget for next year. A clerk for victim notification and a Haitian liaison were high priorities of the Commission, which we hoped would be funded next year. In addition, a computer systems position is necessary given the tremendous automation work being done in the Police Department. Another look at revenues and expenditures during August provided us the resources to fund all three positions.

At the Budget Hearing on September 9, 1999, the Commission requested consideration of funding proposals from Stranahan House and the Dillard High School Task Force for Quality Education be placed on a conference meeting agenda. The Commission agreed at the September 21, 1999 Conference Meeting to authorize \$5,000 for Stranahan House and \$5,900 for the Dillard High School Task Force. Therefore, the final budget reflects an increase in the Other General Government appropriation and a corresponding decrease in General Fund contingencies.

#### **Central Services Fund**

The projected beginning fund balance for this fund dropped by \$130,000 because of the purchase of a new printing press for the printshop. Initially, the press was to be financed through internal borrowing but sufficient fund balance was available within the fund to make the purchase outright.

#### **Vehicle Rental Fund**

The total of this fund's budget for FY 1999/2000 is down \$1,130,000. The reduction is primarily due to a correction in the current year projections to reflect the purchase of fire apparatus with outside financing. The current budget amendment addressed this issue and required an adjustment in the FY 1998/1999 budget appropriation. Sufficient funds were available through the financing but the expenditures had neither been precisely appropriated in the adopted budget nor projected in July proposed budget for the current year. Those corrections have been made. The result is that the replacement reserve to begin FY 1999/2000 and the replacement reserve projected to be available at the end of FY 1999/2000 are consistent with the projections in the Fleet Plan adopted by the City Commission for FY 1999/2000.

#### **Community Redevelopment Fund**

On September 23, the Commission met as the Community Redevelopment Agency (CRA). The Commission agreed to apply all rent from the post office lease to retiring debt related to the facility and transfer any projected fund balance to the CRA capital improvement program.

FTJ:TLS:m

Attachment I

**CARRYFORWARD FROM FY 1998/1999 TO FY 1999/2000**

| <u>GENERAL FUND</u>       |  |  | <u>OTHER FUNDS</u>                   |   |                        |
|---------------------------|--|--|--------------------------------------|---|------------------------|
| Department                | DESCRIPTION  | AMOUNT                                 | Department/Fund                      | DESCRIPTION                                       | AMOUNT                 |
| Administrative Services   | Payroll/Personnel System                               | \$ 300,000                             | Public Services /409                 | New Tractor/Trailer                               | \$ 150,000             |
|                           | 50% of Dedicated Server for Engineering (See PBS)      | 6,062                                  |                                      |   | 150,000                |
|                           | School Crossing Guards                                 | 6,580                                  | Public Services/450                  | Trailer for Hydrant/Valve Crews                   | 4,020                  |
|                           | Imaging Software for Records                           | 100,000                                |                                      | Portable Sewer Lateral Cameras                    | 8,000                  |
|                           | Upgrade Software                                       | 15,000                                 |                                      | Asphalt Paving Machine                            | 10,000                 |
|                           | BuySpeed/FAMIS Enhancements                            | 16,900                                 |                                      | Line Stop Equipment for Pressure Pipe Repairs     | 14,500                 |
|                           |  | 3,100                                  |                                      | Absorption Equipment                              | 52,687                 |
|                           | 447,642  | Sample Storage & Preparation Equipment |                                      | 30,449  |                        |
| Finance                   | Consultant for Financial Services                      | 5,200                                  |                                      | pH and Ion Meter                                  | 1,700                  |
|                           | Computer Equipment                                     | 20,000                                 |                                      | Gas Chromatograph                                 | 45,685                 |
|                           |  | 25,200                                 |                                      |   | 167,041                |
| Fire-Rescue               | EMS Nitroxon Units Required by the State of Florida    | 37,400                                 | Administrative Services/461          | Customer Service Study                            | 47,700                 |
|                           |  | 37,400                                 |                                      |   | 47,700                 |
| Public Services           | 50% of Dedicated Server for Engineering - See ADM      | 4,543                                  |                                      | Engineering Charges for 1st QTR FY 99/00          | 32,225                 |
|                           |  | 4,543                                  |                                      | Appraisal and Consultant Fees                     | 50,000                 |
| Community & Economic Dev. | Office Equipment                                       | 11,073                                 |                                      | Helistop and FTZ Projects Ad/Marketing            | 60,000                 |
|                           | Printers, Digital Cameras & PC                         | 21,100                                 |                                      | Roadway Guidance Signs                            | 35,000                 |
|                           | Furniture  | 5,000                                  |                                      | Display Booth                                     | 10,000                 |
|                           | Sister Cities (\$20,000) & Holiday Lighting (\$20,000) | 40,000                                 |                                      | Telephone Entry Gate                              | 5,000                  |
|                           | Incentive Payments (Citrix, Omnipoint & Sportsline)    | 76,930                                 |                                      |   | 192,225                |
|                           | Las Olas Marina Furniture                              | 5,000                                  | Community & Economic Development/468 | Portable Vactor for Trailer Cleaning Storm Drains | 8,000                  |
|                           | Software Upgrade                                       | 5,000                                  |                                      | Sewer Inspection Equipment Conversion             | 46,000                 |
|                           |  | 164,103                                |                                      |   | 54,000                 |
| Police                    | MIU Investigative Expenses                             | 78,759                                 | Finance/543                          | Furniture   | 16,200                 |
|                           |  | 78,759                                 |                                      |   | 16,200                 |
|                           | GENERAL FUND TOTAL \$                                  |  | 757,647                              | Administrative Services/581                       | Backup Radio Repeaters |
|                           |  |  |                                      |   | 30,000                 |
|                           |  |  | Administrative Services/583          | Fleet Purchases Not Encumbered                    | 110,000                |
|                           |  |  |                                      |   | 110,000                |
|                           |  |  |                                      | OTHER FUNDS TOTAL \$                              | 767,166                |
| GRAND TOTAL ALL FUNDS     |  |  | \$1,524,813                          |   |                        |